



College of the Siskiyous 2016-2017 Unusual Enrollment History Appeal

UNENRL

INSTRUCTIONS: The U.S. Department of Education has indicated that you have had an unusual enrollment history while receiving Federal financial aid funds. Students who have attended multiple schools in a short period of time may be considered to have an unusual enrollment history. College of the Siskiyous is required to review your enrollment history to determine your eligibility for Federal aid. You must submit your completed Unusual Enrollment History Appeal with all REQUIRED documentation, including your Student Education Plan, to the Financial Aid Office at College of the Siskiyous. Appeals submitted without required documents will be considered INCOMPLETE and will not be processed.

In order for your appeal to be considered you must submit a **typed** statement and include the following information:

1. Review and PRINT the National Student Loan Data System (NSLDS) at http://www.nsls.ed.gov/nsls_SA for prior schools attended. You must have your FSA ID.
2. State the reasons for each transfer to a new institution.
3. List ALL semesters that you did not earn credits (withdrew or failed all classes), but did receive financial aid.
4. State the reasons why you did not earn credits for the above semesters.
5. State your current academic program.
6. State how many times you have changed your academic program and the reasons for changing your academic program.
7. Describe how your circumstances have changed so that you will successfully complete classes in the future.
8. Attach proof/documentation of your extenuating circumstances.
9. Order Official Transcripts from your prior colleges.
10. Have the Official Transcripts sent to Counseling Services or Admissions & Records.
11. After the evaluation of your transcripts, notify the Financial Aid Office who will determine if a Maximum Unit Appeal is necessary. Please view the Financial Aid Policies and Procedures regarding maximum unit limitations at <http://www.siskiyous.edu/financialaid/appeals.htm>.
12. Make an appointment with your academic counselor to complete a comprehensive Student Education Plan.
13. Submit your Student Education Plan to the Financial Aid Office to assist with determining the next steps.

Thank you,
Financial Aid Department

I certify that all information given on the attached statement and contained in supporting proof and/or documentation is true and correct to the best of my knowledge and that intentional misrepresentation is a violation of law and a criminal offense. I have reviewed the Satisfactory Academic Progress Policy @ <http://www.siskiyous.edu/financialaid/documents/SatisfactoryAcademicProgressPolicy.pdf> and understand all requirements.

Student Signature

Date

We have the authority to deny Title IV financial aid according to section 484(a)(4)(A) of the Higher Education Act of 1965, as amended, which requires the student to sign a Statement of Educational Purpose. By signing the FAFSA, you certified that you would use Title IV financial aid received only to meet education costs.

COUNTER USE ONLY

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| <input type="checkbox"/> Is NSLDS printout attached? | <input type="checkbox"/> Do we have all transcripts years student received Federal Aid? |
| <input type="checkbox"/> Did student meet with Counselor? | <input type="checkbox"/> Is the Counselor Checklist and Student Ed Plan attached? |

***If no to any above items, return to student.**

OFFICE USE ONLY

Approved: I have reviewed this student’s academic history at each institution attended during the last three years and certify that they earned credits at each during the enrollment period in which they received a Pell Grant.

_____ Signature	_____ Title	_____ Date
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Denied: After review of this student’s academic history at each institution attended in which the received a Pell Grant during the last three years, continued Pell Grant eligibility is denied.

_____ Signature	_____ Title	_____ Date
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